

## **DEPARTMENTAL BUDGET INFORMATION 36TH DISTRICT COURT (60)**

### **MISSION**

The mission of the 36<sup>th</sup> District Court is to administer justice with fairness, equality and integrity, resolve matters before the court in a timely manner with trained and motivated staff, and provide courteous and prompt service in a manner that inspires public trust and confidence.

### **DESCRIPTION**

The 36<sup>th</sup> District Court is a limited jurisdiction court serving the City of Detroit. The Court has exclusive jurisdiction in all litigation up to \$25,000 and handles small claims and landlord/tenant proceedings. Criminal jurisdiction includes all misdemeanor criminal offenses and preliminary examination of felony offenses. Annual case filings exceed 400,000, the majority of which are handled in the Traffic and Ordinance Division. Michigan's largest limited jurisdiction court, the 36<sup>th</sup> District Court has 31 judges, 6 magistrates, and approximately 484 employees at a single location in downtown Detroit.

### **CORE SERVICES**

#### ***Public Safety***

The 36<sup>th</sup> District Court handles a large volume of civil infraction traffic violations, drunk driving, misdemeanor and felony arraignments, and some parking violations, among various other court responsibilities. The Traffic and Ordinance Division's role in its handling of traffic violations allows it to play an integral role in providing and enforcing public safety among the citizens of the City.

### **MAJOR INITIATIVES**

In fiscal year 2001-02 the Court will continue with the implementation of its

strategic plan, called "The Direction for Change, 36<sup>th</sup> District Court, 2005 Strategic Plan". The primary focus of the Court is on updating and improving technology, putting court procedures on a website to allow for electronic filings, and reviewing, reengineering, and streamlining work processes.

### **MAJOR INITIATIVES**

This budget includes accounting changes designed to generate more detail about Court operations. For the first time, this Activity associates anticipated revenues from Court operations with expenditures, within existing DRMS Organizations. The projected breakout of the revenues is estimated, and more detailed reporting information will be established starting in Fiscal Year 2001-02. The operations to which the revenue was distributed consist of Traffic and Ordinance, Civil, Real Estate, Criminal and Court Administration. The implementation of these changes would provide the following:

- A starting point for identifying future trends in collected fines, fees and penalties. The establishment of a track record through this revenue distribution would assist in fostering ideas related to maximizing the Court's revenue sources, and possible additional sources of revenue.
- The ability to tie an increase, or decrease, in anticipated revenue to a particular Court operation to assist in better identifying revenue swings within the fiscal year and over time. This, in turn, would assist in making more accurate and detailed revenue projections through the fiscal year.

## **DEPARTMENTAL BUDGET INFORMATION 36TH DISTRICT COURT (60)**

- A clearer presentation of those revenues that the State has the authority to affect as opposed to the revenue that the Court itself has the authority to alter, i.e., through an increase in fines, fees, etc. The accounting of this revenue into separate Organizations and accounts would also provide detailed information to those who lobby in the Court's interest in Lansing.

### **PLANNING FOR THE FUTURE**

In order to continue to provide prompt service delivery to our customers, the Court will continue to recruit and maintain the highest quality staff and provide training, technology, resources and support to meet the needs of internal and external customers.

Technology within the Court has to be updated and improved in order to keep up with the added workload the Court is experiencing. During the next year, the Court will be updating its current system and will be converting to the Judicial Information System (JIS) that is used by 80% of the District Courts in Southeastern Michigan. The Court will also be working on providing electronic filing and access to Court information, establish kiosks, internet access, and an interactive voice response system.

To improve access to the Court, the court will focus on the development of language aids to assist the public with Court procedure, and hire multilingual staff.

We plan to put Court procedures on a website and allow for electronic filings. We extended the Court hours on Wednesdays

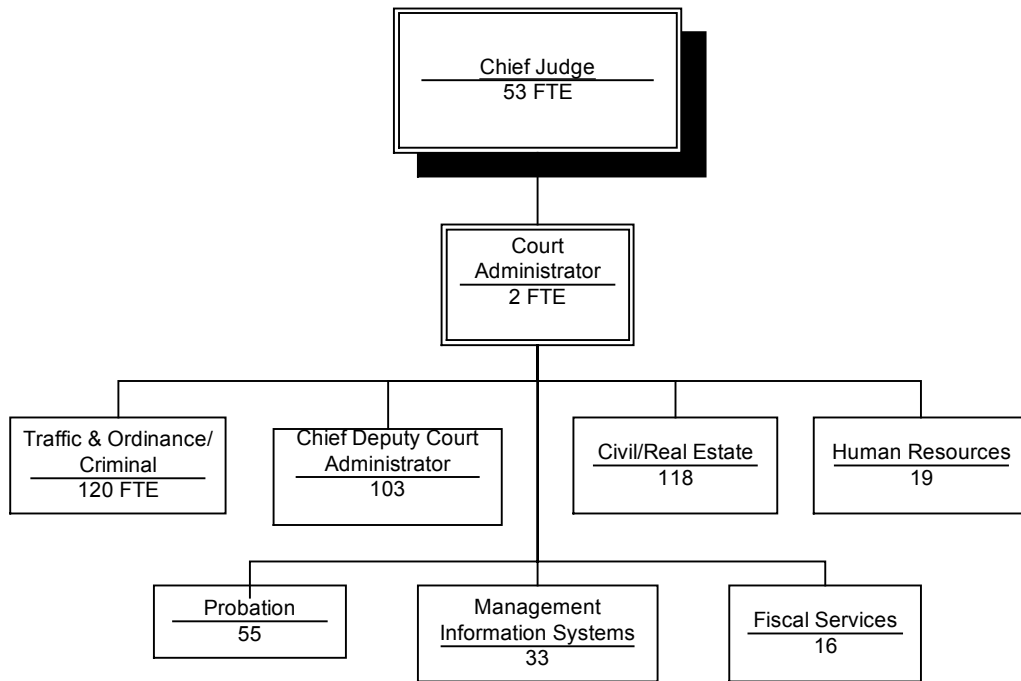
until 6:30 p.m. to allow citizens to pay tickets after 4:30 p.m.

The Court has established a task force to study parking for employees and the public. Finally, the Court will convene a committee to review and eliminate procedural access barriers. A consultant has been contracted to assist the Court in the reengineering of its processes and procedures.

The Court would like to secure internal commitment to and alignment around a common long-term direction. In order to do this, the Court will implement a mentoring program for staff within the Court to assist lower level staff in their mobility to upper levels of the organization. Under this issue, the Court has obtained the services of the Detroit Executive Service Corps (DESC) to reassess the Court as a first year follow-up to the strategic plan. We have formed a committee of judges and senior staff to monitor progress toward fulfillment of the strategic plan.

Improving the organizational work culture/environment is also important to the Court. Under this priority project, the Court plans to train staff on project management, supervision, technology, and teambuilding/teamwork. The Human Resources Department will develop, design and implement fair and objective hiring/promotional practices, and communicate this to staff. In fact, all Human Resource policies, procedures and practices that create the perception of favoritism will be reviewed. Finally, the Court will implement an effective suggestion program.

**DEPARTMENTAL BUDGET INFORMATION  
36TH DISTRICT COURT (60)**



**PERFORMANCE GOALS, MEASURES AND TARGETS**

<b>Goals: Measures</b>	<b>1998-99 Actual</b>	<b>1999-00 Actual</b>	<b>2000-01 Projection</b>	<b>2001-02 Target</b>
Criminal Division:				
Felony	12,786	13,274	15,050	15,000
Misdemeanor	4,545	31,746	5,420	58,500
Traffic and Ordinance:				
Misdemeanor	85,347	64,507	105,450	51,000
Civil Infractions	196,878	214,035	257,460	260,000
Operating under the Influence of Liquor (OUI/OWI)	1,911	1,863	2,380	2,400
Civil Division:				
General	30,835	33,890	34,210	34,000
Small Claims	4,175	4,565	4,930	5,000
Real Estate	39,303	38,421	43,270	43,000
<b>Total Cases</b>	<b>375,780</b>	<b>402,301</b>	<b>468,170</b>	<b>468,900</b>

**DEPARTMENTAL BUDGET INFORMATION  
36TH DISTRICT COURT (60)**

**EXPENDITURES**

	1999-00		2001-02		
	Actual	2000-01	Mayor's	Variance	Variance
	Expense	Redbook	Budget Rec		Percent
Salary & Wages	\$ 18,870,551	\$ 20,314,751	\$ 20,604,217	\$ 289,466	1%
Employee Benefits	6,413,378	8,191,457	8,852,663	661,206	8%
Prof/Contractual	4,980,574	3,599,826	3,750,066	150,240	4%
Operating Supplies	372,775	350,800	367,800	17,000	5%
Operating Services	9,998,351	10,994,277	10,798,124	(196,153)	-2%
Capital Equipment	2,676,251	541,900	996,985	455,085	84%
Capital Outlays	-		500,000	500,000	
Other Expenses	912,026	876,258	885,942	9,684	1%
<b>TOTAL</b>	<b>\$ 44,223,906</b>	<b>\$ 44,869,269</b>	<b>\$ 46,755,797</b>	<b>\$ 1,886,528</b>	<b>4%</b>
<b>POSITIONS</b>	<b>480</b>	<b>515</b>	<b>519</b>	<b>4</b>	<b>1%</b>

**REVENUES**

	1999-00		2001-02		
	Actual	2000-01	Mayor's	Variance	Variance
	Revenue	Redbook	Budget Rec		Percent
Fines/Forfeits/Penalties	\$ 8,033,508	\$ 7,918,000	\$ 9,012,027	\$ 1,094,027	14%
Grants/Shared Taxes	734,460	714,385	707,306	(7,079)	-1%
Sales & Charges	21,362,528	13,168,097	9,736,585	(3,431,512)	-26%
<b>TOTAL</b>	<b>\$ 30,130,496</b>	<b>\$ 21,800,482</b>	<b>\$ 19,455,918</b>	<b>\$ (2,344,564)</b>	<b>-11%</b>